



Executive Director

Founded in 2006, The Lakeshore Nonprofit Alliance (LNA) is a thriving membership organization that serves over 190 nonprofit members in the Greater Ottawa County area. They operate in service of their members to provide them access to education opportunities, training, networking events, technical assistance, and a diverse range of consulting services. Their mission is to strengthen the ability of nonprofit organizations to successfully accomplish their missions by working together. By merging with their partner organization, Community SPOKE, they are able to create an opportunity for LNA to work closer with the County of Ottawa while maintaining the organization's values of collaboration, excellence, trust, inclusion and being member-driven.

LNA is seeking a motivated Executive Director who will be responsible for establishing, guiding and implementing strategies that align with the mission and vision of the organization. This role entails initiating and fostering opportunities for collaboration, driving positive change, and ensuring effective systems for health and humans services, as well as a valued and sustainable nonprofit sector. The Executive Director will lead the team, collaborate closely with the board, member Executive Directors and staff, and manage the organization's operations, finances, and relationships.

What you will do:

- Collaborate with the Board of Directors to establish and drive strategic direction
- Effectively manage day-to-day operations, including staff oversight and administrative duties, while upholding organization policies
- Ensure staff salaries and benefits commensurate with organization's resources and nonprofit employment market
- Develop and implement detailed integration plan for anticipated merger with partnering organization, ensuring intent of merger is realized
- Identify, recruit, and train new board members; prepare for and co-lead board meetings alongside the board Chair
- Manage financial aspects including budgeting, reporting, and fund development
- Develop and nurture relationships with community partners, primary funders, individual and corporate donors and Foundations and set strategy for future revenue-generating activities
- Serve as primary public spokesperson, initiating and fostering community partnerships, and representing LNA at various community collaborative tables

- Facilitate and enhance current strategic initiatives and programming (i.e. Leadership Training, Board Training, Leadership Transitions, etc.)
- Develop, implement and facilitate strategic programs to serve the non-profit sector, as identified in partnership with the Board
- Assist in member relations, aiding in the identification and recruitment of prospective members, maintaining relationships with current members, and addressing member needs and requests
- Assist in designing and implementing member benefits by collaborating with the Director of Membership and Director of Programs and Community Partnerships

Our ideal candidate will have:

- Bachelor's degree or equivalent work experience
- 10+ years of prior leadership experience, preferably in a director-level position within the nonprofit sector
- Proven ability to build consensus among stakeholder groups
- Excellent written and verbal communication skills
- Demonstrated financial acumen
- Self-motivation and strong strategic thinking capabilities
- Proficient in group facilitation
- Demonstrated experience in, and commitment to, advancing diversity, equity, and inclusion
- Possesses integrity, trustworthiness, and the ability to remain impartial in the face of differing ideas and conflict

LNA offers a salary range of \$78,000-\$115,000 based on experience. If you are looking to drive positive change and make a lasting impact on the nonprofit sector, please upload your resume and cover letter with the link below for consideration.

Lakeshore Nonprofit Alliance is committed to diversity and encourages candidates of all backgrounds to apply.